

**Nevada Department of Education**  
**Advisory Council on Parental Involvement and Family Engagement (PIFE)**  
**Thursday, April 14, 2016 - 9:00 A.M.**



**Meeting Locations**

NV Department of Education  
700 E. Fifth Street  
Board Room  
Carson City, NV 89701

and

NV Department of Education  
9890 S. Maryland Parkway  
2<sup>nd</sup> Floor, Board Room  
Las Vegas, NV 89183

**AGENDA**

**Call to Order; Pledge of Allegiance, Roll Call**

Meeting called to order at 9:20 a.m. Pledge of Allegiance recited. Roll call completed as indicated.

***Members in Attendance***

Denette (Corrales) Suddeth, Chair  
Stavan Corbett  
Billie Jo Hogan  
Jennifer Hoy

Kelcey West  
Stacie Wilke  
Amanda Williams  
Julie Williams

***Members Absent***

Senator Patricia Farley  
Assemblyman John Hambrick

***Nevada Department of Education (NDE) Staff Members***

Cynthia Santos, Education Programs Professional  
Tricia Cook, Administrative Assistant

Greg Ott, Deputy Attorney General (DAG)

**Public Comment #1**

No public comment.

**Flexible Agenda Approval**

***Member Corbett made a motion to approve a flexible agenda.***

***Member Wilke seconded the motion.***

***Chair Suddeth called for the vote and the motion carried unanimously.***

**Approval of Council Meeting Minutes**

The Council reviewed the [minutes](#) from January 7, 2016 and February 18, 2016.

***Member Corbett made a motion to approve the minutes as presented.***

***Member Hogan seconded the motion.***

***Chair Suddeth called for the vote and the motion carried unanimously.***

**Nevada Department of Education and Office of Parental Involvement and Family Engagement Updates**

Cynthia Santos, Education Programs Professional, Office of Parental Involvement and Family Engagement shared the following updates:

- The Sunset Subcommittee of the Legislative Commission Mandatory Review will be on April 21, 2016. The documents were turned in to the Commission on April 6<sup>th</sup>. Vice Chair Hoy will be presenting from Carson City, Cynthia will be supporting from Las Vegas.
- Nevada Department of Education's Mega Conference was held April 8-10, 2016 in Lake Tahoe. Cynthia and D'Lisa Crain gave a presentation to 35 attendees on the US Department of Education's Framework for Family-School Partnerships and facilitated conversations on implementation at the district and school level.
- While Cynthia was in Northern Nevada she was able to do school and district visits:
  - Carson City: met with liaison Leticia Servin.
  - Washoe County: Met with D'Lisa Crain and observed Parent University, Academic Parent Teacher Teams, Home Visitation Project, Family Graduation Advocates, and met with Vice Chair Hoy at Swope Middle.

- The District Liaison March Webinar focused on the new district [communication plan](#), as well as giving Summit, Office and Department updates. The next Webinar in May will focus on summer learning. Four liaisons provide professional development. This information will be utilized in future partnership conversations.
- Cynthia took part in State Education Authority phone call on Mar 21<sup>st</sup>. Conversation around the lack of updates with Every Student Succeeds Act (ESSA) is ongoing. Family Engagement is a small part of the new bill, states are still in listening mode waiting on details and continue to seek out for the information from the US Department of Education regarding the matching competitive grant for state-wide Family Engagement Centers. The next call will be on April 25<sup>th</sup>.
- Cynthia discussed the Parental Involvement and Family Engagement Required Licensure Course pursuant to [NRS 392.457](#). Seven Colleges & Universities submitted a total of 13 courses for approval. Member Corbett inquired if the window is now closed for courses to be submitted. Cynthia stated course approval is ongoing, and Michelle Sposito from NDE will remind higher education institutions on next week's phone call. Member Corbett inquired if this course is required for a substitute license. Cynthia indicated it is currently only required for newly licensed teachers. Member Corbett pointed out this is missing a large population of those in the classroom. Chair Suddeth inquired if Western Governors University (WGU) or Nevada State College had submitted any courses and suggested we encourage them to make this part of their curriculum.
- Secretary King visited Las Vegas on April 14<sup>th</sup>, 2016 and Chair Suddeth requested an update from NDE staff that was in attendance.

### **2016 Parent Involvement and Family Engagement Summit**

Cynthia Santos, Education Programs Professional, Office of Parental Involvement and Family Engagement; and Stavan Corbett, Director of Grants & Special Projects, Public Education Foundation shared an update on the [2016 Nevada Family Engagement Summit: Pathways to Progress for Student Achievement](#).

- Council received a list of Steering Committee members.
- They shared registration is slated to open April 15<sup>th</sup>, starting the six month countdown to the Summit. One sponsor has already sent in a \$500 check.
- Currently five vendors will have tables. Cynthia will continue fundraising efforts, reaching out for more vendors and sponsors. All contributions will be recognized in Summit program.
- Springs preserve will be donating raffle baskets and prizes.
- Request for Proposal (RFP) deadline extended to May 31<sup>st</sup>. Applicants will hear back by June 10.
- The Steering Committee will have their next meeting April 19.

Chair Suddeth asked if a preliminary list of speakers was available. The Workshops Subcommittee is working on this list and an update will be provided for the May meeting.

Chair Suddeth confirmed location is the Northwest CTA, and that the save the date was sent out.

Member Wilke asked who is the targeted audience is. Cynthia explained that families are welcome, but primary focus is on teachers, school and district leaders.

Chair Suddeth asked if teachers would receive credit for attending. Cynthia explained attendees would receive ½ continuing education credit and that the Steering Committee is working with Clark on how it will fit into their Professional Growth Plan (PGP).

### **Family Engagement in a non-Title I Middle School**

Vice Chair Hoy [presented](#) on family engagement implementation in a non-Title I middle school, Swope Middle School in Southwest Reno. She shared information on the demographics of the area, history of the program, academic events like data nights, communication methods between faculty and parents, and parent volunteer opportunities. Jenny highlighted Swope's Parent Advisory Council, a subset of parents to address academic issues, encourage informed parent contributions, provide training opportunities, and increase a sense of efficacy, with a core belief that all parents have dreams for their children and parents and school staff should be equal partners.

Member Hogan inquired if the data nights are based on test scores. Vice Chair Hoy stated in addition to test scores, there is also a focus on behavior issues, grades, homework issues, and referred to the BIG report, which tracks data such as absenteeism, grades, and makes projections about graduation. Member Hogan pointed out often parents are concerned data nights are targeted at the students that are struggling, which can impact their attendance. She explained her school addresses this problem by calling them Parent Expos and being purposeful with outreach. Vice Chair Hoy indicated they utilize data nights as a time when parents and teachers can meet, counteracting schedules being over-booked for parent meetings.

Member Corbett inquired about the \$1,500 gap in per pupil spending, which was mentioned in the presentation. Vice Chair Hoy shared the gap comes from non-Title I schools not receiving the additional federal funding. Swope's school budget is very low for the amount of students compared to Title I schools. Since her students are

coming from a wealthier neighborhood, the parents do step up, but there is the expectation on parents to fill in the gaps. This can be frustrating from an institutional standpoint, especially when they can see the opportunities other schools have due to those additional funds.

Chair Suddeth asked what factors the teachers attributed to zero attendees at data night. Vice Chair Hoy said teachers who followed up heard various reasons such as conflicts with extra-curricular activities. Member Hogan shared it can be hard for parents to have those difficult conversations, and we need to make it easier to have those conversations, by having a more welcoming school. Chair Suddeth referred to a presentation she had seen where schools had brought in a peer to peer component to utilize parents in setting up these parent teacher meetings. Hoy pointed out this is very difficult due to Family Educational Rights and Privacy Act (FERPA) and schools have to be very careful of what can be said to the parents. Chair Suddeth inquired how the parents generally communicate with the teachers in the school. Vice Chair Hoy referred to a large quantity of parent emails and parents always being welcomed in the building.

Chair Suddeth asked what the Council can do to specifically help this school or schools in general. She feels this is part of the information the Council needs to capture in reports to the Sunset Committee and Legislature to share what has the Council done and start to create a body of knowledge from an implementation and best practices standpoint. Vice Chair Hoy stated how helpful it is to have the opportunity to be on the Council, and referred to how much she has learned about parent involvement, and the benefit of being able to go back to the school and share what she has learned.

Vice Chair Hoy shared their efforts on professional development for family engagement. She pointed out existing teachers don't have the three credit requirement new teachers have and they are often hesitant to sign up for the course on their own. She stated the importance of utilizing the early release days to push this out to teachers more. It's not just educating the child, also educating the parent.

Chair Suddeth referred to the culture shift and the challenge to keep it positive, and referred to "enhanced due diligence", asking for all those interfacing with the students and parents to embrace the change and find out how we can help them transition. Member Wilke added the important role of the Council with all members bringing different views; and noted the benefits of hearing from parents and teachers on how policy affects them. The key role of the Council is how we are making sure it is being implemented, and how things need to be done at a policy making level to make it easier to implement. Chair Suddeth again stressed effective two-way communication and asked Cynthia to discuss this on her May liaison call. Cynthia stated she would use the communication plan to discuss what is being done and how the Office and Council can support that. Chair Suddeth also noted all members should encourage people to register for the Summit.

#### **Advisory Council for Parent Involvement and Family Engagement Work Plan Approval**

Members reviewed the [Council's Work Plan](#) outlining activities pursuant to NRS 385.620. Chair Suddeth recognized Cynthia and all the work she has done and stated she has done a phenomenal job in making the work plan an effective document and body of knowledge for historical tracking. The Work Plan will quickly update new members, as well as logically provide the framework for reporting.

Chair Suddeth noted the importance of tracking as the Council meets statutory requirements; ensuring presentations meet one of the 11 statutory requirements. She encouraged Council members to approach to the work from a critical perspective of "Can we do this?" If not, "What do we need to change to make it possible?"

Member West mentioned the dates on the Work Plan look realistic and Member Wilke stated that it gave the Council direction.

***Vice Chair Hoy made a motion to approve the work plan as presented.***

***Member Corbett seconded the motion.***

***Chair Suddeth called for the vote and the motion carried unanimously.***

Cynthia shared the Parental Involvement and Family Engagement Office Legislative reports from 2012 and 2013 and noted the reports do not touch on all the work the Council has done in the past. Looking forward to 2017 goals, Chair Suddeth suggested focusing on capturing communications to demonstrate through the report, how information is shared back out. Vice Chair Hoy encouraged a focus on where the Council's work ends this year and what the next steps would be. She would like to see more professional development discussion and how to ensure it is filtered down to school level. Member Wilke pointed to the communication plan to help meet this goal.

Chair Suddeth noted Allison Serafin, who resigned from the State Board of Education due to a potential conflict of interest has been appointed as State Charter Harbor Master by Governor Sandoval. Chair Suddeth would like to have her come present to facilitate a discussion on how the Council can help her with her work. She also noted Equipo will be presenting, which will help the Council hone in on effective communication in limited English proficient population.

To meet deadlines the report will need to be approved at May meeting. Chair Suddeth asked all Council Members to review the report and be prepared to provide feedback for the next meeting.

### **2015-2016 (FY16) Council Budget Plan**

Members reviewed the Council's year to date [budget](#) and discussed how they will spend remaining FY16 funds. Cynthia shared the following options to use FY16's remaining funds:

- Bring Northern Nevada Council members down to Las Vegas for an in-person Council meeting. It was noted the decision needs to be made today since there is a quorum present and planning needs to begin if the Council is going to have a face to face meeting in May or June. It was noted Member Hogan cannot attend the May meeting due to testing schedules, which would mean paying for travel for members Hoy and Wilke only.
- Send one or more Council members to the 2016 National Family and Community Engagement Conference in Pittsburgh in June. Chair Suddeth expressed she would like to send two council members to the conference. She stressed the importance of Council members sharing what they learned after attending the conference. Vice Chair Hoy stated she was able to go last year and said while it was beneficial she would recommend sending Member Corbett and Member Wilke to increase capacity in the state.

Cynthia shared salary savings from vacancy in the Office of Parental Involvement and Family Engagement can be transferred to Council's budget. This would be a one-time transfer. If the work program is approved, funds would be available for both options. The Council can approve a budget subject to getting the \$4,000 salary savings with a backup plan if funds are not awarded.

***Member West made a motion assuming the \$4,000 is awarded, to spend the funds on sending Members Corbett and Wilke to the 2016 National Family and Community Engagement Conference and if there are funds left available bring the northern participants down for a face to face Council meeting.***

***Member Hogan seconded the motion.***

***Chair Suddeth called for the vote and the motion carried unanimously.***

### **2017 Legislative Session Considerations**

Members discussed items that may be of interest during the 2017 session of the Nevada Legislature.

NRS 385.620 (2) requires the information relating to the communication with and participation involvement and engagement of parents and families to be included in the annual report of accountability for each school pursuant to paragraph 1 of subsection 2 of NRS 385.347. The Council has expressed an interest in creating a Budget Draft Request (BDR) to add specificity to existing language such as "but not limited to".

Cynthia asked Gunes Kaplan from NDE's Assessment, Data and Accountability Management to meet with the Council because she prepares the annual Nevada Report Card. Gunes informed the Council that information regarding parental involvement is not mandatory for schools this year but some have opted into sharing that information. Schools districts will be required to report this information.

Chair Suddeth noted the importance of recognizing that some of these requirements already exist in other mandated reporting and the Council needs to be aware not to ask for LEA's to double efforts by asking for excessive additional reporting. She also wants to make sure any additional information requested is consistent with the foundation set forth in other requirements, such as Title I. Member Hogan, completes the Title I reports for her school and she stated it would be easy to add Title I mandated reports into the Nevada Report Card. without adding a lot of extra work.

Gunes noted NRS 385.358 required schools to report, but starting in 2015/2016, it is no longer required at the school level, only the district level. Four districts will continue to report at the school level voluntarily. Chair Suddeth noted since the schools are not statutorily obligated to report, the Council wants to drive some language going into the legislative session. It was noted the reporting requirements may be driven by changes due to ESSA, which gives more power at the school level. Chair Suddeth recommended moving this to a future agenda item to utilize information as it becomes available.

Member Corbett suggested inviting someone from NDE to talk about ESSA and the family engagement component. Member Wilke reported she just attended a national conference on ESSA, and it is not completely finished at the national level. Chair Suddeth noted the challenge of the legislative biennial window and encouraged Council members to capture the information as they get it to share with the Council. She also asked Cynthia to identify an ESSA expert at NDE to talk to the Council. Member Wilke noted the National School Board Association gave everyone a book, which she would share with the Council.

Cynthia shared the [draft](#) of possible statutory changes sent to the Sunset Committee:

- Council Statutory requirement items 10 and 11 are similar reports due at different times of the year. In an effort to eliminate duplicate reporting, the Council would request to combine those two and clean up the language regarding report requirements.
- Changing the Council name to Council for Family Engagement, to express family engagement goes beyond the parent level. It would be requested to update NRS 385.620 language to reflect the Council name change in statute.
- Changes to reporting and accountability in regards to the Nevada Report Card
- Change in the composition of the Council. Possibly change the language so Speaker of the Assembly and Majority Leader of the Senate would appoint members that do not necessarily need to be a Member of the Assembly or Senate. DAG Ott noted the problem is really an issue in achieving quorum due to the busy schedules of the legislators, not an issue of having representation from these entities. He noted the Council could recommend changing these members to be non-voting, or could broaden the language so appointment would be made by Speaker and Majority leader, but it would not be required to be a legislator. Discussion followed suggested having legislative appointments as counsel or ex officio members because it is vital to have them receive the information, but it would be helpful if they were non-voting so they wouldn't count against quorum. It was decided the Council would defer to NDE for guidance at the next Council meeting.

### **Future Agenda Items**

#### **Standing Agenda Items**

- Standing agenda items for reports: work group(s) or updates as necessary
- Updates on legislative issues, implementation, and policies
- District presentations on Family Engagement policies, implementation, challenges, and successes
- Summit update(s)
- District Liaison Meeting update(s)

#### **Future Meetings**

- Sunset Committee outcome
- Continuing conversation on reporting and accountability
- Joe Morgan and Dr. Hibler from Downtown Las Vegas Achieves will present to the Council.
- Mariposa Academy Administrator and Parent Involvement Coordinator will present to the Council.
- The Educator Effectiveness and Family Engagement Department is looking at the Education Code of Honor and aligning to the policy. The Department will ask the Council how much of a role they would like to have.

### **Public Comment #2**

No public comment

### **Adjournment**

Chair Suddeth adjourned the meeting at 12:05 p.m.